

**NEVILLE PUBLIC MUSEUM**  
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS  
NEVILLEPUBLICMUSEUM.ORG

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**PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, October 8, 2018 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

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**PRESENT:** Bernie Erickson, Tom Sieber, and Kramer Rock  
**ALSO PRESENT:** Kasha Huntowski, Kevin Cullen and Beth Lemke  
**EXCUSED:** Kevin Kuehn, Erik Hoyer, Sandy Juno and Terri Trantow

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**CALL MEETING TO ORDER**

1. Vice Chair Erickson called the meeting to order at 4:40PM.
2. **APPROVE/MODIFY AGENDA**  
Motion made by Kramer Rock and seconded by Bernie Erickson to approve the agenda.  
Vote taken. **MOTION APPROVED UNANIMOUSLY.**
3. **Museum Director Report.** Museum Director Lemke asked Collections Manager Pfotenhauer and Research Technician Peth to update the Board on data conversion corrections that needed to be made while researching scientific specimens in the collection for a 2019 exhibit on birds. When the museum converted from Argus to Past Perfect not all-key word categories were the same. Research Technician Peth was able to review 140 records, verify specimen location and update scientific kingdom, phylum, class, order, family, genus, and species. This was unplanned workflow, however, necessary to correct while in the process of developing the 2019 budget.

Museum Director Lemke shared with the Board the Museum Budget Packet that will be presented to the Education and Recreation Oversight Committee on October 11, 2018. She also updated the Board on the status of the October 26, 2018 Brown County Birthday Bash, of the Core Gallery Renovation and her meeting with Brown County Planning staff on the Education and Recreation Committee communication from the August 30, 2018 meeting regarding the Museum Complex RFI.

Discussion ensued, no further action taken

4. Such other matters as authorized by law: Next meeting of the Neville Public Museum Governing Board will be Monday, November 12, 2018 at 4:30pm.

**2018 meeting dates are as follows:**  
December 10, 2018

**2019 meetings dates are as follows:**  
January 14, 2019  
February 11, 2019  
March 11, 2019  
April 8, 2019  
May 13, 2019

June 10, 2019  
July 8, 2019  
August 12, 2019  
September 9, 2019  
October 14, 2019  
November 11, 2019  
December 9, 2019

5. Adjournment. Vice Chair Erickson called the meeting to an end at 5:02PM.  
Motion made by Kramer Rock and seconded by Tom Sieber to approve.  
Vote taken. MOTION APPROVED UNANIMOUSLY.